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Exempt 1-3

26 April 1971

MEMORANDUM FOR THE RECORD

SUBJECT: DIA Requests for Map/Graphic Reproducibles

1. Since the fall of 1967, the responsibility for servicing DIA and some of the other outside requests for loan negatives or reproducibles of NIS or non-NIS maps/graphics has been assigned to the Production Services Branch -- formerly the Publication Division, OBGI.

2. A comprehensive review of the Production Services Branch records covering a twelve month period of 1967-68, indicates that requests for reproducibles of approximately 68 map/graphics were routed to Cartography Division for action and forwarding to DIA. Almost all other requests processed in that period of time (approximately 700) involved the reuse of NIS negatives by:

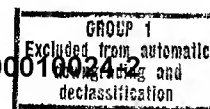
a. OBGI Editorial Production Services personnel in connection with NIS (350).

b. Graphic production units in DoD, mostly DIA (350).

3. Following several discussions with the Deputy Chief, Cartography Division, on 20-21 April 1971, it was established that some additional requests for reproducibles of CD produced maps were received directly from DIA; however, no records were available in the Cartography Division to support the statement.

4. A detailed examination of the Production Services Branch records for the past 12 months (1970-71) indicates that there were requests for 969 map/graphic reproducibles or loan negatives. However, DIA requests for reproducibles of CD produced maps/graphics totaled only 68 items in the past 12 months. The other 901 items were divided evenly between NIS processing requirements in the Editorial/Production Services activities and DIA requests for the loan of negatives associated with the NIS.

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5. Conclusions:

a. There is little evidence available to indicate an increase in requirements for reproducibles by DIA. In fact, records show no increase from 1967 to the present.

b. During the past 3-4 years some increase has taken place in DIA requests for the loan of negatives associated with the NIS. Approximately 350 items were requested in the 1967-68 period and about 450 in the past 12 months. This increase of 100 items in the three year period has not caused any serious problem to the Production Services Branch because these negatives are readily available from the Records Center and involve little or no effort beyond wrapping and mailing.

c. The reuse of negatives by OBGI and DIA appears to be a good cost effective practice, which obviates the reconstruction of original plates for maps/graphics already available.

6. Recommendations:

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a. Correspondence with DIA on the subject [REDACTED] at this time would be an overreaction on our part; existing records do not bear out any noticeable increase.

b. Cartography Division should record all future requests for reproducibles that they receive directly from DoD elements, particularly DIA; this will enable us to keep a closer watch on the situation over the next 6-12 months.

c. A policy should be established that would allow the loan of CD map/graphic negatives -- as much as possible -- similar to the present loan procedures of NIS negatives; the risk of some damage is recognized but not considered serious.

d. The present practice of routing all requests through the Production Services Branch, ED, should be continued; any queries on delivery dates of reproducibles of CD produced maps/graphics and any required statements of justification from DIA should be resolved directly between Deputy Chief, CD, and DIA.

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e. Some delineation of types and purposes of requests for reproducibles should be included in the monthly report from ED; the present report is too generalized.

f. Any problems regarding reproducibles or loan of map/graphic negatives not covered in this paper should be resolved between Deputy Chiefs of Cartography and Editorial Division.

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